

## CSBG Recovery Act Local Plan

*Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.*

### Submit To:

Department of Community Services and Development  
Attention: Community Services Division  
P.O. Box 1947  
Sacramento, CA 95812-1947

### Section I - Agency Information

Agency: Redwood Community Action Agency  
Address: 904 G Street  
City: Eureka

### Agency Contact Person Regarding CSBG Recovery Act Local Plan

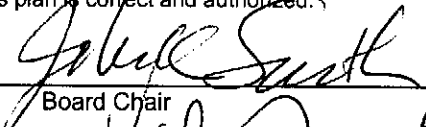
Contact Person: Kari Love  
Title: Senior Planner II  
Phone: 707-269-2022  
Fax: 707-445-0884  
E-mail Address: kari@rcaa.org

### Section II - Certification

- 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.



The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

  
Board Chair

  
Executive Director

  
Date

  
Date

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### Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

**DUNS Number** 120803853

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### Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

**CCR Number** 3J8W1

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### Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

**A) Describe how your agency made this Local Plan available for public inspection.**

RCAA has made this CSBG Recovery Act Local Plan available for public inspection on the RCAA web page at [www.rcaa.org](http://www.rcaa.org). Documentation of this notification is included with this Local Plan.

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### Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

**A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.**

The targeted individuals and families for these Recovery Act-funded projects are those Humboldt County residents undergoing economic hardships whose incomes have been reduced or eliminated as a result of the economic recession, including those having extremely low income, very low income, low income, or moderate income, generally up to 200% of the Federal Poverty Level based on family size. This includes:

- ☐ Low income renters;
- ☐ Low income homeowners;
- ☐ Unemployed families and individuals who have been laid off in the past two years;
- ☐ Working poor with low wages and/or reduced hours;
- ☐ Elderly renters or homeowners living on fixed incomes;
- ☐ Residents with physical or mental disabilities living on SSI;
- ☐ Homeless Youth, Single Adults, and Families;
- ☐ 18-21-Year-old Youth, other RCAA Clients, and renters of RCAA affordable housing;

Recovery act services and activities will include:

- ☐ Conducting an Outreach and Education campaign about benefits that those affected by economic downturn may qualify for such as: food stamps; LIHEAP energy utility bill assistance; subsidized affordable housing including Section 8 housing; Medi-Cal; Healthy Families/Healthy Kids Health insurance programs; TANF/CalWORKs, SSI, and General Relief income benefits; Weatherization and home repairs for homeowners and renters to reduce heating costs; Housing Rehabilitation for low-income homeowners; housing counseling; financial counseling; job training including soft skills; and, solar-related energy efficiency, etc. This will include the upgrade of the cumbersome and outdated RCAA website to make it more user-friendly and easier for RCAA divisions to post program information about services and activities throughout the community. We will fold-in eligibility information and online intake for certain programs that is intended to help residents in with adequate shelter, food, health, and heat.

- ☐ Employing a qualified Jobs Placement and Training Coordinator to conduct job training for the following: soft skills training for job readiness; job placement of 18-21 year-old Youth; and coordinate RCAA programs' clients; renters of RCAA's affordable housing units; and income-eligible County residents who are reached through the outreach and information campaign. Job training and placement will focus on energy efficiency home improvements to lower energy costs; solar hot water heating and photovoltaics. Also, other job training and job placement opportunities will focus on food security through community garden coordination, development and infrastructure support, as well as distribution of garden-grown food to food pantries.

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- Employing a qualified Housing/Financial Counselor to prevent eviction and foreclosure, and to provide financial counseling to help renters and homeowners manage their bills. The staff person will work with the divisions of RCAA that provide benefits to income-eligible residents such as the Family Services, Property Management, Housing Rehabilitation, Youth Services Bureau, and Energy Services to reach eligible clients who are in danger of being evicted or foreclosed. In addition, the Outreach and Information campaign will also bring referrals to our Housing Counselor. For those clients who have become homeless, this person will also provide educational sessions about financial literacy, and finding and maintaining a rental.
- Employing a Community Garden/Food Access Coordinator to conduct the development of new community gardens, the infrastructure support campaign for community gardens and the distribution of garden-grown food to food pantries. This project will pay for water bills, insurance, tools, soil amendments, and other basic needs to create and maintain additional community gardens in Humboldt County. This project will increase food security for low-income families and individuals to: (1) learn how to grow their own food, (2) grow food for delivery to food pantries and homeless shelters such as the Multiple Assistance Center; (3) support community education efforts on food and nutrition; and (4) support and encourage clients to grow their own food.
- Retaining existing staff jobs to support new AmeriCorps and VISTA jobs focusing on education and overall wellness services for low-income and homeless children, as well as the recruitment of volunteers to help meet needs resulting from the economic crisis. The goal of this Recovery Act project is to support the substantial contributions of local volunteers and National Service programs to continue the service provided to individuals and organizations most impacted during the economic downturn.

The services and activities provided through the Recovery Act are tailored to the specific needs of the Humboldt County community during the economic downturn. For example:

Outreach and education to increase benefits coordination is essential as community members unfamiliar with public benefits are perhaps for the first time encountering the need for these services. Many renters and homeowners who have recently lost income as a result of the recession don't realize that they qualify for many benefits that will help them keep in their homes and have adequate shelter, food, heat, health coverage, and other necessities. Humboldt County has many residents living in isolated rural communities who do not have access to timely information or services.

RCAA will provide targeted education and outreach specifically focused on reaching low-income individuals and families throughout Humboldt County. These efforts will highlight both direct CSBG services and services provided in partnership with other organizations. Specific activities include engagement with the Cal/Neva regional association to produce professional Public Education segments to be aired on local television and radio as well as print and electronic media. These activities will link to the improved website to help get the message out that there are services available that can help offset the financial impact of lost income. An upgraded and more accessible website will be used to describe available services and make benefits and enrollment information more useable to get crucial information to those most impacted by the current economic conditions.

As employment opportunities decrease or become more competitive due to high unemployment it is increasingly more important that individuals develop the soft skills needed to retain and secure employment. Job readiness training and assistance in job placement are essential to helping individuals achieve success in the workplace. Common barriers to employment will also be addressed through this project by providing participants with vouchers to help them achieve and retain employment. For example, transportation vouchers will be utilized to help individuals succeed in traveling to and from the worksite in our rural community.

Keeping families and individuals in their homes or rentals is a priority for preventing homelessness and potential job loss. Affordable housing is very scarce in Humboldt County due to relatively low wages, housing prices over-inflated due to out-of area investment purchasing, and increased rents. Preventing evictions, foreclosures, and debt-building borrowing to pay essential bills is a key service that is lacking in our community. Coordinated Housing and Financial Counseling through the Recovery Act will assist community members by providing public workshops, individual counseling and follow-up to help them gain the skills and knowledge necessary to avoid sliding further into situations of poverty. Incentives to attend workshops and follow-through with personalized plans will help community members in the short-term and allow them to succeed in the long term.

A recent report by the California Center for Rural Policy noted the high degree of food insecurity in Humboldt County. As in other deep recessions over the past century, community gardens have flourished to provide food security for low income households. However, neither local governments nor the private sector have been willing to provide the staffing or infrastructure costs to develop and maintain community gardens. RCAA has taken a leadership role in Humboldt County to coordinate local efforts to start new gardens, and will use this ARRA funding to staff this work and help get many new gardens up and running. This new Community Garden/Food Access Coordinator will conduct the development of new community gardens, conduct the infrastructure support campaign for the gardens and coordinate the distribution of garden-grown food to food pantries.

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### **B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.**

The service delivery system for Recovery Act projects is based on a collaborative community approach to support innovative services and activities needed to support economic recovery and employment. To accomplish this, RCAA will provide comprehensive and coordinated services to clients within existing programs, expand programs to serve individuals and families in RCAA managed affordable housing and outreach to the larger community to provide education on benefits and programs available through RCAA and others throughout the region. RCAA has a well earned reputation of excellence for its ability to successfully manage hundreds of grants and contracts, leverage cash and in-kind resources, and assisting community members achieve self sufficiency. Only 10% of local CSBG Recovery Act funds will support RCAA Administrative overhead to accomplish the goals and objectives of these programs. Direct service, and increased accessibility for those most impacted during the economic crisis will be the primary goals of the recovery act programs. RCAA will also carefully monitor program activities and funds to provide accountability and ensure transparency.

The target area includes small, isolated unincorporated communities and larger rural towns (populations of only 15,000-25,000 people) in Humboldt County California. Humboldt County encompasses 2.3 million acres (3,573 square miles), 80% of which is forest lands, protected redwoods and recreational lands. Therefore, only 20% of the County is available for 129,000 citizens; this density of only 35 citizens per square mile is much less than the State definition for "rural communities" of 52 people per square mile. Humboldt County has only 7 incorporated cities ranging in size from about 400 residents to 25,435. Approximately 75% of the population are located along the Highway 101 corridor within 30 miles north or south of the county seat at Eureka.

In addition to the rural nature of the Humboldt County, it is also quite remote and at certain times of the year very difficult to access. Located approximately 270 miles north of San Francisco, Humboldt County has only 3 main highways; these roads follow rugged coastline, steep river valleys, and cross mountain passes. Rainfall (in some areas exceeding 100 inches per year) is responsible for many seasonal road closures on these main highways and many smaller roads, further isolating the region. The rural and isolated geographical area requires close collaboration between community service providers. RCAA over 29 years of experience working in partnership with these entities and local jurisdictions to maximize services, avoid duplication, and meet the needs of a diverse, geographically dispersed population. This collaboration results in innovative approaches to serve the most isolated segments of the region; this Recovery Act Local Plan addresses some of those approaches with a focus on employment and economic stability for low-income community members and the County as a whole.

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### **C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.**

In one year, from March 2008 to March 2009, the number of people who were unemployed in Humboldt County increased by 72.1% - from 4,300 people to 7,400 people. The unemployment rate jumped from 7.0% to 12.0% in the same period. Loss of employment is creating economic hardship for many individuals and families in our community. RCAA's Recovery Act projects and activities will address the short-term economic and employment needs by focusing efforts on: outreach and education on benefits that those affected by economic downturn may qualify for. These benefits include: job training and placement; housing and financial counseling; increasing food access through community gardens; as well as retaining and creating new jobs to provide continued service to low-income families and children.

These Recovery Act projects will address short-term needs while also building skills and financial security that will carry-over in the long-term. For example, housing and financial counseling will assist renters or homeowners to prevent eviction or foreclosure but will also provide information and referrals that will allow community members to better manage their money, apply for benefits they may be eligible for, and prevent loss of housing. Supporting employment with short-term Recovery Act funding to develop community gardens will also result in long-term increases in food access throughout the community. The goal of all of these activities will be to sustain the jobs created through these projects, increase the number of trained individuals to meet requirements for new green jobs, and build skills to help individuals succeed in maintaining housing, food and financial security.

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### **D) Provide a description of how linkages will be developed to fill identified gaps in services through the provision of information, referrals, case management and follow up consultations.**

The projects and activities accomplished through the Recovery Act will fill gaps in services by providing better coordination and dissemination of information and referrals through outreach, education, and benefits enrollment efforts. In addition, increased case management and follow-up consultation in the areas of job training and placement as well as housing and financial counseling will be provided. These activities will be coordinated with existing programs and services to create linkages and build a stronger network of employment and economic security safety net services.

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### **E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.**

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RCAA is working in close collaboration with many other groups and organizations including: nonprofit agencies; national, state and local government; educational institutions; and businesses. The goal of the collaborative effort is to avoid duplication, maximize resources and leverage these resources for the increased benefit of those served. This coordinated effort will also increase program efficiencies. The projects and services outlined in this Recovery Act Local Plan will be conducted in conjunction with other community partner resources, skills and services. By working closely in this way Humboldt County will maximize the impact of the Recovery Act funds to best meet the intent of the funding.

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### **F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.**

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Recovery Act funds will support community based initiatives such as creating greater food access through community garden development, helping to keep families secure in existing housing with individually tailored and group housing/financial counseling, and employment-related services focusing on job training and placements with a emphasis on green jobs.

For example, RCAA is taking a leadership role in Humboldt County to coordinate the establishment of new Community Gardens in low-income areas of the County. RCAA hired a VISTA-AmeriCorps member to establish new community gardens on RCAA managed properties and to expand and maintain existing gardens. Recovery Act funds will be used to hire a full time Community Garden/Food Access Coordinator at RCAA to coordinate the development and maintenance of new RCAA managed community gardens, create a community garden cooperative to facilitate the expansion of community gardens throughout the County and to provide education. The gardens will be made available to low-income renters to grow their own food or for the food produced in the gardens to be donated to food pantries or homeless shelters.

In addition, as a result of community conversations concerning the building of employment opportunities, RCAA job training and placement will focus on energy efficiency home improvements to lower energy costs; solar hot water heating and photovoltaics. Also, other job training and job placement opportunities will focus on food security through community garden coordination, development and infrastructure support, as well as distribution of garden-grown food to food pantries.

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### **G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).**

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RCAA regularly conducts assessments of community needs for program development purposes and in conjunction with community partners in order to best meet community needs, avoid duplication, and fill gaps in services. RCAA's programs conduct needs assessments on an ongoing basis that focus on particular areas of service as part of their program monitoring and evaluation. In addition, RCAA has been developing its bi-annual Community Action Plan for the local service area. This Plan analyzes trends in demographics and the most recently available data with a particular focus on areas which most impact the low-income community (i.e. poverty and unemployment rates, pay scales, sectors of employment growth or loss, typical housing costs). The projects and services outlined in RCAA's Recovery Act Local Plan address identified community needs in the following areas: employment; housing and financial counseling; food access; services for children in education and wellness; and benefits coordination.

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### **H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.**

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At several recent food and housing coalition meetings, RCAA has begun a dialog with other local providers of benefits to cross train staff. One goal of the group is to develop a standardized brochure that lists a variety of types of Federal, State, and local benefit programs such as: Food Stamps; LIHEAP and DOE services; Unemployment benefits; Subsidized Housing services; Medi-Cal and other health insurance benefits; Volunteer Tax Assistance for EITC and the Child Tax Credit. The brochure would be used as an education and enrollment tool to ensure income-eligible clients get accurate information about which services they qualify for and who to contact to begin enrollment in those programs. These partner agencies and programs include; the County of Humboldt Health and Human Services Department's— Social Services Branch, Food-Stamps and Employment Development Divisions; the Senior Resource Center; Food for People; United Way; Head-Start; United Indian Health Services; Legal Services of Northern California; and many others. The targeted service territory is Humboldt County, California. RCAA is not subcontracting to provide these services.

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### J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

RCAA will provide targeted education and outreach specifically focused on reaching low-income individuals and families throughout Humboldt County. These efforts will highlight both direct CSBG services and services provided in partnership with other organizations. Specific activities include engagement with the Cal/Neva regional association to produce professional Public Education segments to be aired on local television and radio as well as print and electronic media. Furthermore, RCAA has been working collaboratively with local service providers to set-up a coordinated public outreach campaign focused on increased access to benefit eligibility information and application resources. This will include the upgrade of the cumbersome and outdated RCAA Website to make it more user-friendly and easier for RCAA to post program information about services and activities throughout the community and provide online intake for selected services. The website will also provide information on those services and outcomes achieved through the Recovery Act.

### Section VII - Energy Coordination

*For each question in this section, provide a comprehensive narrative of what plans you have made to date.*

#### A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

RCAA directly manages and operates the LIHEAP and DOE energy programs for Humboldt and Modoc counties. RCAA's various programs make client referrals for service to the RCAA Energy Services Division where eligibility for services is determined and clients are assisted. Their needs are assessed and clients are enrolled in all low-income energy and telecommunications related programs such as CARE and Lifeline Telephone services. Staff also provide client energy education and work with local utility/energy suppliers to help negotiate payment plans and/or make pledges of payment to prevent utility service termination. This referral system will be strengthened through the Benefits Coordination activities enhanced by the Recovery Act funding.

#### B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

RCAA's Energy Services Division is the local energy program serving the needs of low-income individuals and households. Other RCAA Programs have been developing plans for linking clients to job placement and employment mentoring through the energy program. These plans will be implemented as part of the Recovery Act project through the job readiness and placement component of the Local Plan. In addition, RCAA has been meeting for several months with representatives of the Redwood Coast Energy Authority, Workforce Investment Board, Pacific Gas & Electric, city and county representatives, community college, and others to develop a coordinated system of job training and job placement. These jobs will include energy auditing, weatherization of low income residents' homes, solar installations and financing for energy efficiency modifications.

### Section VIII - Workforce Development Projects and Activities

*In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.*

#### A.1) Project/Activity #1

|                       |  |
|-----------------------|--|
| <b>Title</b>          | Outreach and Education   |
| <b>Cost</b>           | \$44,400   |
| <b>Est. # of Jobs</b> | <input checked="" type="checkbox"/> Created 1.25 <input type="checkbox"/> Retained   |
| <b>Description</b>    | RCAA will conduct an Outreach and Education campaign about benefits that those affected by economic downturn may qualify for such as: food stamps; LIHEAP energy utility bill assistance; subsidized affordable housing including Section 8 housing; Medi-Cal; Healthy Families/Healthy Kids Health insurance programs; TANF/CalWORKs, SSI, and General Relief income benefits; Weatherization and home repairs for homeowners and renters to reduce heating costs; Housing Rehabilitation for low-income homeowners; housing counseling; financial counseling; job training including soft skills; and, solar-related energy efficiency, etc. This will include the upgrade of the cumbersome and outdated RCAA website to make it more user-friendly and easier for RCAA divisions to post program information about services and activities throughout the community. We will fold-in eligibility information and online intake for certain programs that is intended to help residents in with adequate shelter, food, health, and heat. |

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### A.2) Project/Activity #2

|                       |   |
|-----------------------|---|
| <b>Title</b>          | Job skill development and placement   |
| <b>Cost</b>           | \$72,400  |
| <b>Est. # of Jobs</b> | <input checked="" type="checkbox"/> Created 1 <input type="checkbox"/> Retained   |
| <b>Description</b>    | RCAA will employ a qualified Jobs Placement and Training Coordinator to conduct job training for the following: soft skills training for job readiness; job placement of 18-21 year-old Youth; and coordinate RCAA programs' clients; renters of RCAA's affordable housing units; and income-eligible County residents who are reached through the outreach and information campaign. Job training and placement will focus on energy efficiency home improvements to lower energy costs; solar hot water heating and photovoltaics. Also, other job training and job placement opportunities will focus on food security through community garden coordination, development and infrastructure support, as well as distribution of garden-grown food to food pantries. |

### A.3) Project/Activity #3

|                       |  |
|-----------------------|--|
| <b>Title</b>          | Housing and Financial Counseling   |
| <b>Cost</b>           | \$67,400   |
| <b>Est. # of Jobs</b> | <input checked="" type="checkbox"/> Created 1 <input type="checkbox"/> Retained  |
| <b>Description</b>    | RCAA will employ a qualified Housing/Financial Counselor to prevent eviction and foreclosure, and to provide financial counseling to help renters and homeowners manage their bills. The staff person will work with the divisions of RCAA that provide benefits to income-eligible residents such as the Family Services, Property Management, Housing Rehabilitation, Youth Services Bureau, and Energy Services to reach eligible clients who are in danger of being evicted or foreclosed. In addition, the Outreach and Information campaign will also bring referrals to our Housing Counselor. For those clients who have become homeless, this person will also provide educational sessions about financial literacy, and finding and maintaining a rental. |

### A.4) Project/Activity #4

|                       |  |
|-----------------------|--|
| <b>Title</b>          | Improving Food Access  |
| <b>Cost</b>           | \$64,400   |
| <b>Est. # of Jobs</b> | <input type="checkbox"/> Created <input checked="" type="checkbox"/> Retained 2  |
| <b>Description</b>    | RCAA will employ a Community Garden/Food Access Coordinator to conduct the development of new community gardens, the infrastructure support campaign for community gardens and the distribution of garden-grown food to food pantries. This project will pay for water bills, insurance, tools, soil amendments, and other basic needs to create and maintain additional community gardens in Humboldt County. This project will increase food security for low-income families and individuals to: (1) learn how to grow their own food, (2) grow food for delivery to food pantries and homeless shelters such as the Multiple Assistance Center; (3) support community education efforts on food and nutrition; and (4) support and encourage clients to grow their own food. |

### A.5) Project/Activity #5

|                       |  |
|-----------------------|--|
| <b>Title</b>          | Volunteer recruitment and support of National Service  |
| <b>Cost</b>           | \$59,612   |
| <b>Est. # of Jobs</b> | <input checked="" type="checkbox"/> Created 3 <input checked="" type="checkbox"/> Retained 5   |
| <b>Description</b>    | RCAA will retain existing staff jobs to support new AmeriCorps and VISTA jobs focusing on education and overall wellness services for low-income and homeless children, as well as the recruitment of volunteers to help meet needs resulting from the economic crisis. The goal of this Recovery Act project is to support the substantial contributions of local volunteers and National Service programs to continue and expand the service provided to individuals and organizations most impacted during the economic downturn. |

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*In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.*

### B.1) Subcontractor Project/Activity #1

|                |                                    |                                     |
|----------------|------------------------------------|-------------------------------------|
| Title          |                                    |                                     |
| Subcontractor  |                                    |                                     |
| Cost           |                                    |                                     |
| Est. # of Jobs | <input type="checkbox"/> Created # | <input type="checkbox"/> Retained # |
| Description    |                                    |                                     |

### B.2) Subcontractor Project/Activity #2

|                |                                    |                                     |
|----------------|------------------------------------|-------------------------------------|
| Title          |                                    |                                     |
| Subcontractor  |                                    |                                     |
| Cost           |                                    |                                     |
| Est. # of Jobs | <input type="checkbox"/> Created # | <input type="checkbox"/> Retained # |
| Description    |                                    |                                     |

### B.3) Subcontractor Project/Activity #3

|                |                                    |                                     |
|----------------|------------------------------------|-------------------------------------|
| Title          |                                    |                                     |
| Subcontractor  |                                    |                                     |
| Cost           |                                    |                                     |
| Est. # of Jobs | <input type="checkbox"/> Created # | <input type="checkbox"/> Retained # |
| Description    |                                    |                                     |

### B.4) Subcontractor Project/Activity #4

|                |                                    |                                     |
|----------------|------------------------------------|-------------------------------------|
| Title          |                                    |                                     |
| Subcontractor  |                                    |                                     |
| Cost           |                                    |                                     |
| Est. # of Jobs | <input type="checkbox"/> Created # | <input type="checkbox"/> Retained # |
| Description    |                                    |                                     |

### B.5) Subcontractor Project/Activity #5

|                |                                    |                                     |
|----------------|------------------------------------|-------------------------------------|
| Title          |                                    |                                     |
| Subcontractor  |                                    |                                     |
| Cost           |                                    |                                     |
| Est. # of Jobs | <input type="checkbox"/> Created # | <input type="checkbox"/> Retained # |
| Description    |                                    |                                     |

**B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.**



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*In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.*

**C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the Intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.***

| <i>NPI</i>  | <i>Project or Activity</i>                            | <i>Description</i>  |
|---|---|---|
| NPI 1.1 Employment<br>The number and percentage of low-income participants in community action employment initiatives who get a job or become self-employed.  | Job training and placement                            | Jobs Placement and Training Coordinator to focus job placements in energy efficiency home improvements to lower energy costs; solar hot water heating and photovoltaics. Also, other job training and job placement opportunities will focus on food security through community garden coordination, development and infrastructure support, as well as distribution of garden-grown food to food pantries. |
| NPI 1.2 Employment Supports<br>The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action.  | Job training and placement                            | Jobs Placement and Training Coordinator to conduct job training for the following: soft skills training for job readiness; job placement of 18-21 year-old Youth; and coordinate RCAA programs' clients; renters of RCAA's affordable housing units; and income-eligible County residents who are reached through the outreach and information campaign.  |
| NPI 1.3 Economic Asset Enhancements and Utilization<br>The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of community action assistance.  | Housing and Financial Counseling                      | Housing/Financial Counselor will help prevent eviction and foreclosure, and to provide financial counseling to help renters and homeowners manage their bills.  |
| NPI 2.1 Community Improvement and Revitalization<br>Increase in or preservation of opportunities and community resources or services for low income people in the community as a result of community action projects/initiative or advocacy with other public and private agencies. | Improving Food Access                                 | Community Garden/Food Access Coordinator to conduct the development of new community gardens, the infrastructure support campaign for community gardens and the distribution of garden-grown food to food pantries.   |
| NPI 3.1 Civic Investment<br>The number of volunteer hours donated to Community Action.  | Volunteer recruitment and support of National Service | RCAA will support new AmeriCorps and VISTA jobs focusing on the recruitment of volunteers to help meet needs resulting from the economic crisis.  |
| NPI 3.2 Community Empowerment through Maximum Feasible Participation<br>The number of low-income people mobilized as a direct result of community action initiative to engage in activities that support and promote their own well-being and that of their community.              | Improving Food Access                                 | Community Garden/Food Access Coordinator to conduct the development of new community gardens, the infrastructure support campaign for community gardens and the distribution of garden-grown food to food pantries.   |
| NPI 4.1 Expanding Opportunities through Community-Wide Partnerships<br>The number of organizations, both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes.                          | All Recovery Act projects                             | All RCAA Recovery Act projects will partner with other community organizations.   |

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|  |   |  |
|--|---|--|
| NPI 5.1 Broadening Resource Base<br>The number of dollars mobilized by community action, including amounts and percentages.  | All Recovery Act projects   | All RCAA Recovery Act projects will likely result in the mobilization of additional dollars.   |
| NPI 6.1 Independent Living<br>The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services.                       | Housing and Financial Counseling  | Housing/Financial Counselor will help prevent eviction and foreclosure, and to provide financial counseling to help renters and homeowners manage their bills.   |
| NPI 6.2 Emergency Assistance<br>The number of low-income individuals or families served by community action that sought emergency assistance.  | Outreach and Education, Housing and Financial Counseling, Improving Food Access | Outreach and Education campaign about emergency assistance and benefits that those affected by economic downturn may qualify for. Housing/Financial Counselor will help prevent eviction and foreclosure, and to provide financial counseling to help renters and homeowners manage their bills. Community Garden/Food Access Coordinator to conduct distribution of garden-grown food to food pantries. |
| NPI 6.3 Child and Family Development<br>The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals. | Volunteer recruitment and support of National Service                           | RCAA will support new AmeriCorps and VISTA jobs focusing on education and overall wellness services for low-income and homeless children, as well as the recruitment of volunteers to help meet needs resulting from the economic crisis.  |

**D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the Infrastructure Investment with funds made available under the Recovery Act. (Capital improvements are not allowable costs per P.L. 105-285 Sec. 678F)**

RCAA's planned infrastructure investments will be designed to improve community access to services and information dissemination. An Information and Technology analysis will be completed as part of this investment. The I.T. analysis will include system recommendations pinpointing specific computer and server upgrades to maintain a functional system for communicating, tracking, reporting, and coordinating services. A portion of the expected identified areas needing immediate upgrade will be accomplished through the use of Recovery Act funds and other infrastructure improvements will be incorporated into future budgets. These improvements will allow RCAA to be better equipped and more efficient in helping low income residents of Humboldt County attain self-sufficiency. These I.T. improvements will enable RCAA to more effectively compete for federal, state and local grants or contracts to provide assistance to income-eligible residents. In addition, a stable I.T. system will enable more effective outreach, online intake for selected programs, client education and Benefits Coordination over the long-term. The total estimated cost for infrastructure investments is \$35,000.

**E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box:**

- ☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.  
☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.  
☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

**E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.**

Only 10% of Recovery Act Funds will be utilized to assist in covering RCAA Administrative overhead to conduct these programs. The outcomes of this administrative cost will be demonstrated in the local Recovery Act program results and ability to ensure program transparency, accountability, and meet additional reporting requirements as required by the American Recovery and Reinvestment Act.

## CSBG Recovery Act Local Plan

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### Section IX - Required Disclosures

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*For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.*

**A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.**

Not applicable

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**B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently active provide the status.**

Not applicable

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### Section X - Barriers

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*For each question in this section, provide information on potential barriers to your agency's success.*

**A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).**

RCAA has not identified any significant barriers to meeting the requirements of the Recovery Act.

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## About US:

Redwood Community Action Agency (RCAA) is a locally based, private non-profit organization that provides a wide range of services to low and moderate income residents of Humboldt County. Our long-term goal is to develop programs through which people can become self-sufficient and empowered to improve their own lives. There are 52 Community Action Agencies in California and approximately 900 nationwide.

The concept of community action has been part of the American social fabric for over thirty-five years. The primary mission of this nationwide movement is to "eliminate the paradox of poverty in the midst of plenty."

[2008-2009 Community Action Plan](#)
[RCAA CSBG Recovery Act Local Plan](#)

Website designed by Joseph Burkett [jburkett@rcaa.org](mailto:jburkett@rcaa.org)



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## Redwood Community Action Agency Documents

[2008-2009 Community Action Plan](#)
[RCAA CSBG Recovery Act Local Plan](#)

## Humboldt Community Links

[Humboldt County Convention and Visitors Bureau](#)
[HumGuide](#)
[Humboldt County, CA Guide](#)

## Action Agency Patnership Links

[Community Action Partnership](#)
[Cal-Neva Action Partnership](#)

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